

**Board of Public Works and Safety
Regular Meeting Minutes
February 1, 2016**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:00 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Board members Stephen Barnett and Bob Swinehamer answered roll call.

Chief of Police Tim O'Sullivan, Fire Chief Dan McElyea, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Brett Jones, Clerk Treasurer Jayne Rhoades, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

Public Comments

None

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held January 11, 2016
2. Board of Works Claims.
 - #011516 BOW Contracts/Utilities in the amount of \$215,282.26
 - #011616 Sewer Utilities in the amount of \$69,411.03
 - Payroll in the amount of \$355,667.06
 - #012316 Sewer Utilities in the amount of \$598.80
 - #011916 RDC Contracts/Utilities in the amount of \$1,930,905.73
 - #012216 BOW Contracts/Utilities in the amount of \$93,517.42
 - Pension Payroll in the amount of \$57,341.49
 - #012616 RDC Contracts/Utilities in the amount of \$228,463.51
 - #013016 Sewer Utilities in the amount of \$33,991.17
 - #012916 BOW Contracts/Utilities in the amount of \$33,548.91
 - #020116 BOW General Obligations in the amount of \$349,109.12
 - #020216 Sewer Utility Gen. Obligations in the amount of \$32,735.18

Mr. Barnett made a motion to approve the consent agenda as presented, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Old Business

Mr. Swinehamer spoke about an item that was brought forward at the previous meeting regarding a street light at the Legends Golf Course. Mr. Swinehamer stated that after working with the Planning department, and doing some research, they discovered that the area in question was not in the city right of way. Mr. Swinehamer made a motion to dismiss this request, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The request was denied.

New Business

Request Permission to Erect a Blade Sign at 26 E. Jefferson Street for Hometown

Insurance & Real Estate, LLC – Mr. Greg Leugers came forward and stated that he would like to request permission to erect a blade sign at 26 E. Jefferson Street for Hometown Insurance, and Realty. Mayor McGuinness stated the reason this was brought forward was because the sign would be hanging above the sidewalk in the public right of way. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Transfer from HM Term Life and Accident Insurance Company to Guardian Life Insurance Company - Clerk Treasurer Jayne Rhoades explained that the current company HM Insurance will no longer be carrying this type of insurance, and it has been recommended that we move to Guardian Insurance. There are currently ten (10) employees with HM Insurance, and they are requesting to change to the new company. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Professional Services Agreement with Shrewsbury & Associates -

City Engineer Travis Underhill stated that we have several of this type of agreements with several different consultants. Mr. Andrew Cochran who the city has always worked with on sanitary sewer and stormwater issues has moved from Whitaker Engineering to Shrewsbury & Associates. Mr. Underhill would like to continue working with Mr. Cochran, and so is requesting approval for this professional agreement. This would be the City's second contract with Shrewsbury & Associates. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of INDOT LPA Agreement for Jefferson Street Bridge Repairs - City Engineer Travis Underhill stated this is an agreement for rehab work on the Bridge on Jefferson Street over Hurricane Creek so that the county will take control of this bridge after the work is complete. Mr. Underhill stated that he has worked with the county on maintenance on this bridge, and that this contract is due to the fact that there must be a separate contract for bridge

work with INDOT the total amount is \$32,000.00 from our relinquishment category. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of 2016 Service Agreement from Public Safety Medical - Fire Chief Dan McElyea stated this is a typical housekeeping project. This agreement must be signed each year, and was reviewed by City Attorney Gray. Ms. Gray stated that she had reviewed the contract with Public Safety Medical, and that there is a slight increase per person from the previous contract. A discussion was held. Mr. Barnett asked that the Fire Department check with Johnson Memorial Hospital before signing with this company next year. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Payment Application #3 to Berry Electric for SCADA Improvement Project - DPW Superintendent Rick Littleton stated this payment request has been reviewed by himself and City Engineer Underhill, and that it is their request that we move forward with paying this invoice in the amount of \$84,089.30. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval & Acceptance of Subdivision Performance Bonds and Secondary Plat for Heritage, Section 6 - Senior Planner Joanna Myers stated she received a request from Arbor Homes for approval of the following bonds for Heritage Section 6, and the Secondary Plat. Subdivision Performance Bond #5043635 for Curbs in the amount of \$19,280.70; Subdivision Performance Bond #5043634 for Street Surface in the amount of \$19,237.68; Subdivision Performance Bond #5043633 for Street Signs in the amount of \$2,472.00; Subdivision Performance Bond #5043632 for Survey Monuments in the amount of \$2,520.00; Subdivision Performance Bond #5043631 for Streets Stabilization Binder & Underdrains in the amount of \$110,679.48; Subdivision Performance Bond #5043630 for Street Lights in the amount of \$7,920.00; Subdivision Performance Bond #5043628 for Sanitary Sewers in the amount of \$63,234.00; Subdivision Performance Bond #5043629 for Storm Sewers, Swales & Underdrains in the amount of \$59,391.60; Subdivision Performance Bond #5043627 for Sidewalks in the amount of \$34,648.00; Subdivision and Performance Bond #5043626 for Seeding and Erosion Control in the amount of \$27,433.10; Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Acceptance and Execution of Storm & Sanitary Sewer Inspection Service Agreement, Earthwork & Paving Inspection Service Agreement, and Platover Easements Related to Deer Meadows, Sec. 1 (PC 2015-30) - Senior Planner Joanna Myers presented the information for the Sanitary Sewer Inspection Agreement, Earthwork & Paving Inspection, and Platover Easements for Deer Meadows Section 1. Mr. Barnett motion to approve, seconded by

Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request to Transfer a 2008 Ford Taurus from the Planning Department to the Police

Department - Police Chief Tim O'Sullivan stated that the Planning Department has a 2008 Ford Taurus that they would like to transfer to the Police Department, and they would ask the boards permission to allow this trade. Chief O'Sullivan stated this vehicle would be used for emergency vehicle training. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Apply for Cyber Security Insurance - City Attorney Gray stated that the city needs this type of insurance to keep all technology insured against hacking. Mr. John Auld of Franklin Insurance Agency the city insurance agent has recommended that the city get this type of insurance. Mr. Auld found a cyber security insurance policy with a premium of \$5,360.00. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Board of Works Resolution No.: 16-01 A Resolution Accepting Assignments of Three (3) 2014 Tax Sale Certificates from Johnson County, Indiana Pursuant to Indiana Code 6-1.1-24-9 and IC 36-1-11-8 - City Attorney Lynn Gray stated this is to approve assignment of three tax sale certificates from Johnson County for properties we are ready to move forward on. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Discussion on a Proposed Speed Limit Ordinance - City Engineer Travis Underhill stated this was a draft for a city wide speed limit ordinance. Mr. Underhill stated that Indiana statute states that all cities must have an ordinance regarding speed limits. Mr. Underhill stated that this would be coming back at a future meeting for approval. A discussion was held.

Department Reports / Staff Reports

Mayor McGuinness stated that we have been receiving several requests for signs and street lights, and that in the future we will be getting requests for parades, motorcycle rides, 5k runs, etc., and he would like to initiate a documentation form that the requestor would fill out for these events. These forms would then go to the appropriate department to review before it would ever come before the board. Once the forms have been reviewed by the departments they would be forwarded to the board for approval.

Fire Chief Dan McElyea stated that he would like to request permission to apply for two Speedway credit cards with a total of \$2,500.00. Chief McElyea stated these cards would only be used when county pumps are down. This will be brought before the City Council later tonight. Mayor McGuinness stated that there has been water in the county fuel system which has caused some issues making it necessary for fuel to be purchased elsewhere. A discussion was held. Mayor McGuinness made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

City Engineer Travis Underhill stated that they had unearthed some HVAC work that needs to be completed in City Hall, there is mold in the supply and intake lines. Mr. Underhill stated that they had contacted two companies requesting bids, Buck Heating and Cooling, and Marshall Mechanical. Buck Heating and Cooling was not interested once they found out what the job was. Marshall Mechanical turned in a bid of \$17,636.00 for replacing intake and outtake lines. Mr. Underhill stated that time is of the essence since this is a mold issue. City Attorney Gray stated that pursuant to IC 36-1-12-9 the city has the authority to move forward with this since two companies were offered the chance to bid on the project. Mayor McGuinness stated that this would be paid out of City Hall budget. A discussion was held. Mayor McGuinness made a motion to approve the repairs and to authorize Senior Planner Joanna Myers to proceed forward with this contact with Marshall Mechanical, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

City Attorney Gray stated that the board had approved the Grizzly Grand Prix last month with the stipulations that the college sign an indemnification agreement, and provide insurance coverage. Ms. Gray stated that both of these items have been provided by the college.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:51 p.m.

Respectfully submitted,

Jayne Rhoades, Clerk-Treasurer
Enrolled: 2/5/2016

Joseph McGuinness, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer